

**MINUTES**  
**YANCEYVILLE TOWN COUNCIL**  
**July 1, 2014**  
**7:00 PM**

The Yanceyville Town Council held its regular monthly meeting at the Yanceyville Municipal Services Building on July 1, 2014 at 7:00 PM.

**Council members present:** Curtis E. Davis-Mayor, Alvin Foster-Mayor Pro-Tem, Odessa Gwynn, Keith Tatum, and Brian Massey.

**Staff:** Brian Collie, Town Manager & Lee Farmer, Town Attorney

**Item 1- Call To Order**

Mayor Davis called the meeting to order at 7:00 PM. The meeting opened with silent prayer followed by the pledge of allegiance. The Mayor also reviewed the Statement of Rules and Procedures.

**Item 2- Review and Adoption of Agenda-Mayor & Council**

Mrs. Odessa Gwynn made a motion to adopt the agenda as presented. The motion was seconded by Mr. Alvin Foster and passed with a unanimous vote.

**Item 3- Consent Agenda**

Mayor Curtis Davis presented the consent agenda. After review from Council Mrs. Odessa Gwynn made a motion to approve the minutes from Town Council's May 20, 2014 special meeting. The motion was seconded by Mr. Brian Massey and passed with a unanimous vote.

After review from Council Mr. Alvin Foster made a motion to approve the minutes from Town Council's June 3, 2014 meeting. The motion was seconded by Mr. Keith Tatum and passed with a unanimous vote.

After review from Council Mrs. Odessa Gwynn made a motion to approve the minutes from Town Council's June 10, 2014 work session. The motion was seconded by Mr. Alvin Foster and passed with a unanimous vote.

**Item 4- Public Comments**

Mr. Gilbert Anderson came before Council to address the agenda item concerning the Town's code enforcement contract with N-Focus. Mr. Anderson said that he was concerned that the Town was renewing the contract since several people have had issues with the individual that was N-Focus' Yanceyville representative.

## **Item 5- Fire Department Expansion Review & Approval**

Mr. Collie read a memo that he presented to Council stating that as you will recall over our last 2 meetings we have discussed the future Fire Department expansion project. The two areas that we still need to discuss and approve are the funding sources and the construction method that we would like to use. He said that the three available funding options are self-funding by the Town, government funding by financing, or conventional funding by bank financing. After discussion Mr. Massey made a motion to proceed with conventional funding by bank financing. Mr. Foster seconded the motion. Mrs. Gwynn asked Mr. Collie what he found out from the banks concerning design build financing. Mr. Collie stated that yes he had and that both the banks that had showed interest in the project were fine with the Town utilizing a design build contract. The motion then passed with a unanimous vote.

Mr. Collie then said that the three available construction options are formal bidding, design build contracting, or design-build bridging contracting. He said that we have been given a lot of information over the past month concerning these different contracting methods. After specific discussion about design build Mr. Tatum asked if we would use an outside consultant for the project. Mr. Collie said that the Town could contract separately with an outside consultant to do project inspections and that he has been in communication with an engineer with Alley, Williams, Carmen, and King that has experience with design build that could help us if needed. Mr. Massey said that we could have that person come in and inspect in phases instead of all the time.

Town Attorney, Lee Farmer informed Council of an article he had stating defects under design build would not be covered under the Town's insurance. Mr. Farmer then said that if Council does decide to use design build contracting that he thinks it would be a good idea to make the Town Manager the Project Manager.

After further discussion Mr. Foster made a motion for the Town to utilize design build contracting for the Fire Department expansion project with an outside consultant whether it be an engineer or contractor to do inspections for the Town. Mr. Massey seconded the motion. The motion passed with a unanimous vote. Mr. Foster then made a motion to make Manager Collie the project manager. Mrs. Gwynn seconded the motion and it passed with a unanimous vote. Fire Chief, Vernon Massingill and Mr. Collie then went over the proposed timeline for the project. Mr. Massey made a motion to schedule a special Council meeting on July 24, 2014 at 7:00 p.m. to review and approve the criteria for the Fire Department project. Mrs. Gwynn seconded the motion. The motion passed with a unanimous vote.

## **Item 6- Adoption of 2012 Local Water Supply Plan**

Mr. Collie presented the Council with a resolution to adopt the 2012 Local Water Supply Plan. He quoted a letter from NCDENR that they had reviewed the information contained in the 2012 Local water Supply Plan and that all required information is complete and that it meets the minimum criteria established in NC General Statute 143-355(1). Mr. Collie said that the plan must be adopted by the water systems governing board. Mrs. Odessa Gwynn referred to a summary of the system information that Mr. Collie had provided Council asking about the last question under section 1, which was "has water pressure been inadequate in any part of the system since last update?" Mrs. Gwynn said that it had been answered "No" but she was curious when the last

update was. Mr. Collie said that he wasn't sure but that he could find out. Council agreed to table the item until Mr. Collie could get an answer.

#### **Item 7- Envirolink Contract Renewal**

Mr. Collie presented and went over Envirolink's proposed 3 year contract to provide water and sewer plant administration to the Town of Yanceyville. Mr. Collie said that this contract had been amended to address the concerns that Council had in the last addition. Specifically he said that it takes the contract back to 3 years from the previous 5 year contract and that it has a provision which puts a limit on the amount of overtime hours that we can be charged for without consent.

After further review Mrs. Gwynn made a motion to approve the contract as presented. The motion was seconded by Mr. Foster and passed with a unanimous vote.

#### **Item 8- N-Focus Contract Renewal**

Mr. Collie went over the proposed N-Focus fiscal year 2014-2015 contract for zoning related code enforcement services to the Town. He stated that Attorney Farmer had reviewed the contract as well. Mr. Collie stated that he has worked out a deal with the president of the company to provide the Town with another representative besides John Ganus. He said that this new employee would start immediately and that John Ganus would only stay on board to finish the Old Ford Building and 97 Main Street structure demolitions. After review Mr. Foster made a motion to adopt the contract as presented. The motion was seconded by Mrs. Gwynn and passed with a unanimous vote.

#### **Item 9- Town Manager Report**

Mr. Collie read Council his managers' report by stating he thinks we should look into contacting the NCDOT to address an ongoing problem at the corner of North Ave. and Main St. Since the placement of the stop sign at that intersection tractor trailers are no longer able to swing wide enough to make the turn and have repeatedly knocked down the road sign along with the Historical Societies Sign and fence. He would like to see if NCDOT can place signs to not allow large trucks to turn at that intersection along with some sort of metal pipe barricade to protect the corner of that street.

Mr. Collie stated that it has been brought to his attention that the County may be in favor of turning over the waterline to the Town that comes into Caswell County from Danville and goes to North Elementary as long as the Town agrees to keep the water rate that the school currently pays the same. The current water rate the City of Danville charges the school is \$2.40 per unit. Yanceyville's current water rate for non-residential homes outside of the Town's limits are 0-2,000 gallons at \$31.19, over 2,000 gallons at \$15.63 per thousand gallons, and over 100,000 gallons at \$16.49per thousand gallons.

He stated that the Bill to allow the Town to utilize its recently acquired John Deere Gator for Public Works duties has been passed. This means that we can currently operate the Gator on our streets as long as we meet the general statute requirements set forth. He said that he will be setting

up meetings with the Sherriff's Department and the Highway Patrol to inform them of the new law before he allows the Town's employees to use the vehicle as intended.

He then stated that he received a recent violation from NCDENR concerning fecal coliform levels that exceeded the states minimum allowance. He said that he will be looking into how to remedy the situation.

Mr. Collie stated the Soil Scientist from ECS have concluded doing the Phase 1, environmental site assessment and the subsurface exploration with a geotechnical engineering analysis. He said that from his review that he doesn't see anything out of the ordinary that should hinder the Town's plans to expand the Yanceyville Fire Department.

Mr. Collie concluded with stating that he will be going out of Town for his annual family vacation starting on August 3rd and returning on August 9th. He stated he realizes we have a Council meeting on August 5th that he would miss. He then apologized for the occurrence and said that he can make plans to have the agenda ready and sent out, and have our Finance Officer be there to answer any questions that you may have. If this is not feasible he said he would make plans to stay and come to the meeting. The Council then agreed that Mr. Collie could prepare the agenda and have the Finance Officer come to the meeting in his place. Mr. Collie thanked Council.

#### **Item 10- Adjournment**

Mr. Foster made a motion to adjourn the meeting. The motion was seconded by Mrs. Gwynn. The meeting was adjourned at approximately 7:55 PM.

Brian Collie, Town Manager, prepared the above minutes. They represent a brief description of those matters that were addressed at this meeting. A detailed account of this meeting is available for review on tape at the Yanceyville Municipal Services Building.

Respectively Submitted:

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Curtis E. Davis, Mayor

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Brian S. Collie, Town Clerk